



MINUTES

SUNNYVALE BOARD OF LIBRARY TRUSTEES

November 4, 2013

The Board of Library Trustees met in regular session in the Library Program Room, 665 W. Olive Avenue at 7:00 p.m. with Jill Shanmugasundaram presiding.

The meeting was called to order at 7:01 p.m.

ROLL CALL

Boardmembers Present: Chair Jill Shanmugasundaram
Vice Chair Anne Davis-East
Boardmember Daniel Bremond
Boardmember Ray Su
Boardmember Narendra Pathak

Council Liaison: Tara Martin-Milius

Staff Present: Steve Sloan, Administrative Librarian

PUBLIC ANNOUNCEMENTS: None.

CONSENT CALENDAR

1. Approval of Draft Minutes of 10/07/13

Boardmember Pathak moved, and Boardmember Su seconded, approval of the consent calendar as presented.
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PUBLIC COMMENTS: None.

PUBLIC HEARINGS/GENERAL BUSINESS

2. Community Condition Indicators:

Administrative Librarian Sloan provided the Board with an overview of the Library's community condition indicators over the past ten years. Administrative Librarian Sloan commented on the total number of items checked out per capita, circulation percentage of children's materials, and patents issued. Staff answered Boardmembers' questions regarding square footage allocated to the Children's collection, number of patents issued to Sunnyvale addresses and renewals.

Chair Shanmugasundaram opened the public hearing, and there being no public testimonies, closed the public hearing.

3. Sunnyvale Library Comparative Data:

Administrative Librarian Sloan provided the Board with a brief overview of the Library's usage over the past six years. He commented on the increase in e-Book checkouts, increase of Interlibrary Loans/Link+ service, and an increase in programs and program attendance. Chair Shanmugasundaram noted that last fiscal year, approximately 25,000 children attended preschool programs and 895 programs were offered. The Board expressed concern regarding Sunnyvale's material expenditures per capita in comparison to neighboring libraries. Chair Shanmugasundaram stated that with limited building space and low per capita expenditure how will the library adequately serve children in the community? Administrative Librarian Sloan mentioned that Sunnyvale Library provides approximately 3.8 items per child which is the lowest when compared to neighboring libraries. The second lowest library offers 50% more items per child than Sunnyvale Library and the highest library offers 150% more items per child than Sunnyvale Library.

Chair Shanmugasundaram opened the public hearing, and there being no public testimonies, closed the public hearing.

4. Preliminary Discussion of 2014 Workplan Calendar:

Chair Shanmugasundaram presented the Board with the draft 2014 workplan calendar. The Board suggested that Election of Chair and Vice Chair be moved to the July meeting.

Chair Shanmugasundaram opened the public hearing, and there being no public testimonies closed the public hearing.

5. Branch Library Update

Administrative Librarian Sloan mentioned that the RTC regarding the sale of the Raynor property is tentatively scheduled to be presented to Council at either the November 19 or November 26 Council meeting. Director Rosenblum will notify the Board when the Report will be presented to Council once a date has been made available.

Chair Shanmugasundaram opened the public hearing, and there being no public testimonies, closed the public hearing.

NON-AGENDA ITEMS AND COMMENTS

• BOARDMEMBERS ORAL COMMENTS

Boardmember Pathak provided an overview of events he attended during the month of October and shared feedback he received regarding the check-out machines. He also invited Boardmembers to attend the Bay Area Youth Vaishnav Parivar Diwali Celebration in Milpitas.

Boardmember Bremond thanked Library staff for hosting the Registrar of Voters and Santa Clara County's first remote Early Voting Center. The remote center was located in the Library Program Room on Saturday, October 26 and Saturday and Sunday, November 2 and 3. He also provided an overview of an event he attended with elected officials and boardmembers/commissioners.

STAFF ORAL COMMENTS

Administrative Librarian Sloan noted the following:

- Director of Library and Community Services, Lisa Rosenblum, accepted the 2013 California Library Association (CLA) PRExcellence Award for Video or Social Media at

the CLA Awards Gala at the CLA Conference in Long Beach on November 3. The Award was presented for the video "If You Bring Your Child to the Community Center" written and filmed by the Library and Community Services Department. This video highlights and publicizes the wide range of services available at LCS.

- Between mid-August and mid-September, 97% of all circulation transactions were completed via patron self-service, an increase of 4% over the previous one month period. The percentage of self-service transactions has climbed steadily from 81% in March 2010, when the RFID compatible automated materials handling system and the RFID self-check machines were installed.
- The Asian Art Museum in San Francisco has been added to the Sunnyvale Library cardholders' options for free admission passes on the Library's Discover & Go online museum link, accessible from the Library's website. Family passes to the AAM are good for 2 adults and children under 12 years old.
- News articles were distributed.

INFORMATION ONLY ITEMS: None.

ADJOURNMENT

The meeting adjourned at 7:42 p.m.

Respectfully submitted,

Lisa G. Rosenblum
Director of Library and Community Services